



**State of Hawaii
Department of Health
Tobacco Settlement Project (TSP)
Downtown, Oahu**

Nutrition Coordinator

Position No. 119479

(\$45,576 - \$67,488 annually, commensurate w/ training & experience)

Funded by the Centers for Disease Control & Prevention, this position provides public health nutrition expertise to the TSP, Healthy Hawaii Initiative (HHI); advises on the public health application of current research in nutrition, program planning, policy analysis, contract management & program evaluation; and performs Community HHI Team functions as delegated by the Community Program Coordinator.

Preferred Qualifications

Education Requirement: A master's degree from an accredited college or university, in Public Health Nutrition, or in Nutrition w/ supplementary courses in public health; and eligibility for registration w/ the Commission on Dietetic Registration of the American Dietetic Association.

Experience Requirement: Two (2) years of professional nutrition experience in a public health program, agency, or setting which involved, a) assessing needs, planning & evaluating nutrition services, educating the public in the promotion of healthy eating, conducting in-service education or workshops for professionals & para-professionals; and b) working as a nutrition consultant to other professionally trained individuals. In addition, five (5) years of professional work, including 3 years working w/ federal, state or local government or non-profit agencies concerning health, human services or education issues. An understanding of Hawaii's multi ethnic population & culture diversity is desirable.

Knowledge of scientific research-based principles, theories & practices of public health nutrition programs of federal, state & local government structures; processes involved in the development of public policy, legislation & regulations influencing quality of health services & the food supply; strategic & operational health planning, program implementation & evaluation; data management; national & local community resources in public health nutrition; general research sources and sources of socio-economic information; purposes, principles, practices, methods & techniques (including research & statistical), of public planning & policy development; report writing; public relations.

Ability to plan and articulate long and short-term goals & objectives; analyze & evaluate specific community health needs in order to incorporate these needs into a workable plan; establish and maintain effective & cooperative working relationships w/ other staff members and leaders in governmental & non-governmental agencies; identify epidemiological, economic & social trends w/ implications for the health & nutritional status of populations; translate community assessment data into statewide program plans for nutrition services; present ideas orally and in writing in a clear, concise & persuasive manner.

License Requirement: Valid driver's license.

Who May Apply

Citizens, permanent resident aliens, or nationals of the United States; and non-citizens with unrestricted employment authorization from the U.S. Immigration & Naturalization Service.

How to Apply

Send cover letter, resume & contact information to:

Department of Health
Tobacco Settlement Project
1250 Punchbowl Street, Room 422
Honolulu, Hawaii 96813

or fax to 808-586-4491

or email to valerie.butler@doh.hawaii.gov.

Submittals received by September 28, 2010, are assured of receiving consideration.
Recruitment is continuous until needs are met.

Other Information

This position is exempt from the civil service. Employment in such positions is considered to be "at will." The position is also subject to furlough & pay reductions as negotiated in collective bargaining.

Incumbent must have reliable transportation to attend meetings; and must be able to travel, and work flexible hours, which may include evenings & weekends.